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OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

Internal Audit Section

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St. Louis, Missouri 63101
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June 22, 2005

Robert Nelson, Director
Christian Service Center
1000 N. 19th Street
St. Louis, MO 63106

RE: Fiscal Monitoring Report of Christian Service Center, Homeless Challenge
Program (HCP) (#2005-HOM22)

Dear Mr. Nelson:

Enclosed is a report of our fiscal monitoring review of the Christian Service Center (Document #48350) for the period October 1, 2003 through September 30, 2004. The scope of a fiscal monitoring review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of Christian Service Center. Our fieldwork was substantially completed on May 10, 2005.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and through an agreement with the Department of Human Services (DHS) to provide fiscal monitoring to all grant subrecipients. If you have any questions, please contact Dwayne Crandall at 613-7257.

Sincerely,

Mohammad H. Adil, CPA
Internal Audit Manager

Enclosure

CC: Honorable Darlene Green, Comptroller
Patrick Brennan, Fiscal Manager, Department of Human Services



CITY OF ST. LOUIS

*DEPARTMENT OF HUMAN SERVICES (DHS)
HOMELESS SERVICES PROGRAM*

*CHRISTIAN SERVICE CENTER
HOMELESS CHALLENGE PROGRAM (HCP)
DOCUMENT #48350*

FISCAL MONITORING REVIEW

OCTOBER 1, 2003 THROUGH SEPTEMBER 30, 2004

PROJECT #2005-HOM22

DATE ISSUED: JUNE 22, 2005

*Prepared by:
The Internal Audit Section*



OFFICE OF THE COMPTROLLER

Honorable Darlene Green, Comptroller

**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
HOMELESS SERVICES
CHRISTIAN SERVICE CENTER
DOCUMENT #48350
FISCAL MONITORING REVIEW
OCTOBER 1, 2003 THROUGH SEPTEMBER 30, 2004**

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**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
HOMELESS SERVICES
CHRISTIAN SERVICE CENTER
DOCUMENT #48350
FISCAL MONITORING REVIEW
OCTOBER 1, 2003 THROUGH SEPTEMBER 30, 2004**

INTRODUCTION

Background

Contract Name: Christian Service Center

Document Number: #48350

Contract Period: October 1, 2003 through September 30, 2004

Contract Amount: \$43,016

The contract provided funds to the Agency to provide shelter and supportive services to Homeless individuals and families in the City of St. Louis.

Purpose

The purpose of this fiscal monitoring review was to determine Christian Service Center's (Document #48350) compliance with federal, state and local Department of Human Services (DHS) requirements for the period October 1, 2003 through September 30, 2004, and make recommendations for improvements.

Scope and Methodology

We made inquiries regarding Christian Service Center's internal controls relating to the grant administered by the Department of Human Services (DHS), tested evidence supporting the reports the Agency submitted to DHS and performed other procedures considered necessary. Our fieldwork was substantially completed on May 10, 2005.

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